

Assignments, Details, and Transfers

Permanent Change of Station Policy

Headquarters
Department of the Army
Washington, DC
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UNCLASSIFIED

SUMMARY of CHANGE

AR 614-6

Permanent Change of Station Policy

Change 1. This change--

- o Clarifies the applicability of the regulation to Army National Guard personnel in an Active Guard/Reserve (AGR) status.
- o Establishes the governing regulation for PCS entitlements (para 1-1b).
- o Identifies the second PCS exception authority for (NMS) unit moves (para 1-5b(4)).
- o Establishes a name list for waiver of FY PCS limitations (para 1-5b(4)).
- o Clarifies a designated location option for movement of dependents (para 1-6a(4)(c)).
- o Clarifies PCS options when assignment is dependent upon the successful completion of directed schooling in conjunction with the PCS (para 1-6c).
- o Clarifies the exemption when reassignment is due to normal course completion (para 4-2a).
- o Clarifies the second PCS authority when a course is failed in conjunction with a PCS (para 4-2a(2)).

Assignments, Details, and Transfers

Permanent Change of Station Policy

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:

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The Adjutant General

History. The original form of this regulation was printed on 6 August 1984. This UPDATE printing publishes a Change 1 which is effective 7 October 1985. This publication has been organized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. This revised regulation prescribes policies and procedures pertaining to the assignments, details, and transfers during a permanent change of station (PCS). In addition to establishing Army-wide PCS policy, in general, it provides specific policy pertaining to movement of

units, headquarters-directed temporary duty (TDY) to schooling in conjunction with PCS and fiscal year limitations.

Applicability.

a. This regulation applies to Active Army, Army National Guard on extended active duty, Army National Guard personnel in an Active Guard/Reserve (AGR) status, and U.S. Army Reserve on active duty.

b. This regulation does not apply in time of war or national emergency and will cease to be applicable on Mobilization Day. (See the glossary for explanation of Mobilization Day.) All orders directing reassignments, other than to a theater of operations, will be revoked when—

(1) A national emergency is declared by Executive Order of the President of the United States.

(2) War is declared.

Proponent and exception authority. The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel.

Impact on New Manning System. This regulation contains information that affects the New Manning System. It explains general permanent change of station restrictions on unit moves,

stabilization, and reassignment policies.

Army management control process.

This regulation contains management control provisions but does not identify key management controls that must be evaluated.

Supplementation. Supplementation of this regulation is prohibited unless prior approval is obtained from HQDA(DAPE-HRP), WASH DC 20310-0300.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA(DAPE-HRP-T), WASH DC 20310-0300.

Distribution. Active Army, B; USAR, D; ARNG, D.

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Glossary

Chapter 1

Introduction

1-1. Purpose

a. This regulation prescribes permanent change of station (PCS) policy for Army military personnel, as individuals and as members of units.

b. Entitlements to travel and transportation for military personnel and their dependents are contained in the Joint Travel Regulations, Volume 1 (JTR). AR 614-6 cannot authorize entitlements not contained in the JTR. In any case where a conflict appears to exist between these two regulations, the JTR will govern.

1-2. References

Required and related publications are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. Review

This regulation has been reviewed by the Per Diem, Travel and Transportation Allowance Committee (DOD Directive 5154.13, sec D, case No. 1975).

1-5. Movement of units

a. PCS restrictions could result in units moving below the required personnel readiness level to a new station.

b. PCS of a member with a unit is authorized if the—

(1) Move is not a second PCS during fiscal year (FY).

(2) Member can complete at least 12 months at the new station, from effective date of movement orders to date of separation or discharge.

(3) Member will have completed at least 12 months of service at the old duty station since returning from an overseas tour. (This may be waived only if the member volunteers.)

(4) Soldier is a member of a New Manning System (NMS) unit. (This is an exception and the constraints listed above that pertain to stabilization, excluding paragraph b(1) above, do not apply.) Authority to grant exceptions for more than one PCS within a fiscal year is found in paragraph 4-3.

c. To prevent deployment of units at an unacceptable strength level, major Army command (MACOM) commanders will insure that the following actions are taken on receipt of a movement alert:

(1) Screen the personnel composition of the unit.

(2) Make reassignments from available assets to replace members ineligible for movement.

(3) Advise HQDA(DAMO-ODO), WASH DC 20310-0300 to the degree of PCS waiver required to bring the unit to the acceptable strength level. This will be done as part of the MACOM's request for unit movement authority.

d. Requirements for waiver of PCS restrictions must be identified as early as possible; time permitting, this will be done ahead of the request for unit movement authority submitted to HQDA(DAMO-ODO). Requests to waive PCS restrictions will be sent to the US Army Military Personnel Center (MILPERCEN) (ATTN: DAPC-OPD for officers and DAPC-EPS for enlisted) for coordination and approval. Requests will include the following:

(1) Minimum acceptable strength level.

(2) Impact of each restriction on each control specialty or military occupational specialty (MOS) in the unit, when available.

(3) The names of members to be moved with the unit.

(4) The names of members who will require waiver of FY PSC limitations.

e. PCS waivers for officers of the Army Medical Department (AMEDD), Chaplain Corps (CC), and Judge Advocate General's Corps (JAGC) should be requested by name (under para 4-5a).

1-6. HQDA-directed temporary duty to schooling in conjunction with PCS

a. Members who are authorized movement of family members at Government expense and are directed to temporary duty (TDY) schooling with PCS assignment, will have the following options for locating their family members while they perform TDY:

(1) Elect to return to the present duty station on completion of TDY; this will enable the member to prepare family members residing in Government quarters for relocation to the new permanent duty station or designated location before departing the present duty station. This option applies to continental United States (CONUS)-to-CONUS, CONUS-to-overseas, or overseas-to-overseas PCS moves.

(2) Elect to depart the present CONUS or overseas station and travel to the new CONUS duty station, sign in, and settle family members before traveling to the TDY station. This option applies to CONUS-to-CONUS and overseas-to-CONUS PCS moves.

(3) Elect to return to the present duty station on completion of TDY; this will enable the member to prepare family members residing on the local economy for relocation to the new permanent station or designated location, before departing the present duty station. This option applies to CONUS-to-CONUS, CONUS-to-overseas, or overseas-to-overseas PCS moves.

(4) Elect to clear the present station before departure for school and move the family member to one of the areas shown below. This option applies to CONUS-to-CONUS, CONUS-to-overseas, and overseas-to-CONUS PCS moves.

(a) The TDY station at personal expense.

(b) Some other location at personal expense.

(c) A designated location at Government expense other than the new permanent duty station not to exceed the entitlement from the old to new station provided dependents will reside at that location the member's entire tour, or to a designated location at Government expense if the member is assigned to a dependent restricted area overseas. See paragraph M7057 and M7009 respectively in the JTR, Volume 1, for entitlement details.

b. Members attending civilian schooling in a permissive TDY status and members participating in new accession training are authorized to elect the option at a(4) above only. Generally, new accession training for this purpose is any training that changes the status of the member such as to affect the PCS. This does not include members who are preparing to enter a warrant officer basic course or attending Branch Immaterial Officer Candidate Course.

c. When the PCS is dependent on the successful completion of the school, the following options will be used:

(1) For CONUS-to-CONUS, overseas-to-overseas, or CONUS-to-overseas moves, only options at a(1) or a(3) will be used.

(2) For overseas-to-CONUS moves, only option a(4) will be used. That portion of paragraph a(4) which addresses option application will be ignored in this case.

(3) (Rescinded.)

d. The appropriate commander may authorize members electing—

(1) Options at a(1) or (3) above up to 10 duty days to prepare their family members for movement.

(2) Option at a(2) above up to 10 duty days to settle their family members at the new duty station.

e. Members without family members will proceed in a TDY en route status.

f. Servicemembers with Headquarters, Department of the Army (HQDA)-directed schooling at either the new or old permanent station may not elect any of the options in a above, since a member may not be on TDY at the permanent station.

g. Members selecting—

(1) Options at a(1) and (3) above will remain assigned to the present unit.

(2) Option at a(2) above will sign in at the new unit before settling family members or departing for TDY schooling.

h. Servicemembers having family members, but not relocating them under options a(1) through a(4) above, will proceed in a TDY en route status.

Chapter 2 Responsibilities

2-1. Assistant Secretary of the Army (Manpower and Reserve Affairs (ASA(M&RA)))

The ASA(M&RA) may authorize a second or later change of station when movement occurred under one of the following:

a. Without prior proper authority.

b. When operational readiness is hindered.

2-2. Chief of Chaplains (CCH)

The CCH will—

a. Approve reassignment of officers of the Chaplain Corps (CC) as specified in paragraph 3-1.

b. Authorize a later change of station within the same FY when the proposed move affects an officer of the CC as specified in paragraph 4-3.

2-3. The Judge Advocate General (TJAG)

TJAG will—

a. Approve reassignments of officers of the Judge Advocate General's Corps (JAGC) as specified in paragraph 3-1.

b. Authorize a later change of station within the same FY when the proposed move affects an officer of the JAGC as specified in paragraph 4-3.

2-4. The Surgeon General (TSG)

TSG will–

- a.* Approve reassignment of officers of the AMEDD as specified in paragraph 3-1.
- b.* Authorize a later change of station within the same FY when the proposed move affects an officer of the AMEDD as specified in paragraph 4-3.

2-5. Commanding General, US Army Military Personnel Center (CG, MILPERCEN)

The CG, MILPERCEN will–

- a.* Approve reassignments of servicemembers other than officers of the AMEDD, JAGC, and CC.
- b.* Approve requests for waiver of PCS restrictions of unit moves.
- c.* Authorize a later change of station within the same FY when the proposed move is caused by certain conditions cited in paragraph 4-3.

2-6. Director of Operations Readiness and Mobilization

The Director of Operations Readiness and Mobilization (HQDA(DAMO-ODZ)) will review requests for waiver of PCS restrictions pertaining to unit moves from MACOMs.

2-7. MACOM commanders

MACOM commanders will–

- a.* Screen personnel involved in unit movements; make reassignment when necessary.
- b.* Delegate to training activity commanders authority to assign an enlisted member to initial duty station after enlistment or reenlistment under one of the following:
 - (1) With a break in service of more than 1 day.
 - (2) Discharge and reenlistment not made at the same station.
- c.* Authorize a later change of station within the same FY, when the proposed move is caused by specific circumstances cited in paragraph 4-3.
- d.* Delegate to subordinate commanders authority to assign an enlisted member to initial duty station after enlistment or reenlistment without a break in service as specified in paragraph 4-3.

2-8. Installation commanders

Installation commanders may–

- a.* Reassign military members between units of the same MACOM located at the same station, installation, or activity, consistent with regimental affiliation.
- b.* Authorize servicemember electing TDY option–
 - (1) At paragraph 1-6a(1) or (3) up to 10 duty days to prepare family members for movement.
 - (2) At paragraph 1-6a(2) up to 10 duty days to settle family members.
- c.* Disapprove requests of enlisted personnel for routine CONUS-to-CONUS reassignments between MACOMs; exceptions are for situations cited in paragraph 3-4h. (This applies only to installation commanders with requisitioning authority.)

2-9. Commanders of hospitals having medical holding units

These commanders will–

- a.* Reassign patients to, from, or between medical holding detachments, as specified in paragraph 4-3.
- b.* Transmit all assignments to, from, or between medical holding detachments to MILPERCEN (TSG, TJAG, or CCH as appropriate) immediately on transfer.

Chapter 3 Policies

3-1. Authorization

- a.* PCS moves are authorized only under one of the following:
 - (1) To enhance national security (readiness).
 - (2) For compassionate or equitable treatment of individual members.
- b.* Policy on PCS moves based on compassionate reasons is outlined in AR 614-100 (officers) and AR 614-200 (enlisted).
- c.* Movement of a military member that would cause a second or later PCS in one FY is not permitted, notwithstanding policies and exceptions in AR 614-30, AR 614-100, and AR 614-200. Exceptions are stated in chapter 4.

d. Commanders authorized to issue travel orders under AR 310-10 may make changes of assignment and PCS reassignments between elements of their commands. These changes and reassignments are subject to policies in AR 614-30, AR 614-100, and AR 614-200. Reassignment between MACOMs at the same installation requires approval of the CG, MILPERCEN.

(1) Reassignment may be made between organizations or installations of the same command consistent with regimental affiliation; for example, battalion, group, division, army, overseas command. Policies, controls, and procedures established by commanders apply.

(2) Reassignments of officers of the AMEDD, JAGC, and CC are not permitted without prior approval of TSG, TJAG, or the CCH, respectively. These reassignments are not computed when determining the number of changes of station in a FY, nor counted as a PCS for statistical purposes.

3-2. Oversea tours

Members stationed overseas will serve the tour length prescribed in AR 614-30.

3-3. General stabilization

a. General stabilization policy for officer and enlisted members, together with conditions under which PCS reassignments may be approved or directed as exceptions to policy, are explained below. CONUS reassignments will not be made solely because a given period of time has passed. This does not prevent reassignment on completion of school or time limits specified by law. Judge Advocate General officers may be reassigned to insure that grade, experience, and specialty requirements are met. Policies outlined here do not alter provisions of AR 614-5 regarding stabilization criteria for specific duty positions. Other policies on reassignments are in AR 614-100 (officers), AR 614-200 (enlisted), and DA Cir 600-82-2. Policy on overseas tours is in AR 614-30.

b. General stabilization policies will be followed unless a specific exception is authorized. However, if policies hinder operational readiness, requests for other exceptions will be sent to HQDA(SAMR), WASH DC 20310-0300.

3-4. Reassignments

a. Reassignments of military members between units of the same MACOM located at the same station, installation, or activity may be made by commanders, consistent with regimental affiliation. These reassignments may be made without regard to restrictions or assignment limitations on PCS; this is true provided that the reassignment will not result in a PCS for the member. These reassignments are not computed when determining the number of changes of station for a member in a FY, nor counted as a PCS for statistical purposes.

b. Commanders may reassign personnel without regard to restrictions or assignment limitations on PCS if expenditure of, or legal entitlement to reimbursement for, PCS travel funds does not exceed \$250; these funds are allocated to Military Personnel, Army appropriation, open allotment. This provision will not be used in combination with any waiver of PCS entitlements authorized for exchange reassignments. See AR 614-200. These moves are not computed in determining the number of changes of station for a member in a FY.

c. Commanders may reassign a military member in a patient status to, between, and from medical holding detachments. (Commanders of hospitals where medical holding units are located may make moves without consulting MACOM commanders.) These moves are computed in determining the number of changes of station in a FY. These reassignments have been determined by the Secretary of the Army as necessary to meet the needs of the Service.

d. Commanders may reassign a military member to a separation transfer point for separation processing. These moves will not be computed when determining the number of changes of station in the FY.

e. Reassignment of a member from one MACOM to another is not authorized without prior approval of MILPERCEN. Guidance is provided in AR 614-30, AR 614-100, and AR 614-200. Procedures are contained in DA Pam 600-8.

f. Commanders with authority to direct PCS reassignments will evaluate the need for them. This authority will be used only if operational requirements cannot be met by either of the following:

(1) Reassigning members at the same installation.

(2) Assigning incoming replacement members.

g. Reassignments within CONUS merely for the purpose of retirement will not be made. Exceptions to this policy are given in AR 635-10, paragraph 2-18; AR 635-100, paragraph 4-6; and AR 635-200, paragraph 12-20.

h. Commanders with requisitioning authority may disapprove requests for enlisted personnel for routine CONUS-to-CONUS reassignments between MACOMs; exception, are for the following requests:

(1) To and from airborne and special forces units, ranger battalions, and Reserve Officers Training Corps instructor units.

(2) To establish joint domicile (married Army couples).

(3) For servicemembers in grades E9 and E8(P).

(4) To and from duties as listed below.

(a) Drill sergeant.

(b) Instructors at Uniformed Service schools.

(c) Recruiters.

(d) Full-time manning positions.

(e) Advisors with Army readiness and mobilization regions and the numbered armies in CONUS.

i. Authority to disapprove requests for the Army functional commands is delegated to the MACOM commander with authority to further delegate to commanders, grade 06 and above, under their jurisdiction. Army functional commands include the US Army Intelligence Command, US Army Health Services Command, US Army Criminal Investigation Command, and US Army Communications Command.

3-5. Career development

When possible, PCS assignments based on career development will be made on completion of normal overseas or CONUS tours of duty. Career development here refers to service schools and colleges above the basic level, including Senior Service Colleges and civilian colleges. Conditions under which personnel can be reassigned for such schooling before completion of a normal overseas or CONUS tour are described in AR 614-100.

3-6. Promotion

Promotion alone will not be the sole reason to reassign a member from one station to another before a tour is completed. Promotion here means through grade 05 for officers and E8 for enlisted.

3-7. Surplus

Members made surplus for the reasons given below will be reassigned to other activities located at the same installation or to the nearest installation that can use their skills for a reasonable length of time. This travel normally is for 2 or 3 months.

a. Unit inactivation.

b. Base closure.

c. Table of distribution and allowances (TDA) and table of organization and equipment changes.

d. Reclassification or change in the occupational specialty or skill designator of a member.

3-8. PCS costs

PCS costs will be given reasonable weight in selection of a servicemember for assignment when other considerations are not overriding.

Chapter 4

Fiscal Year Limitations

4-1. General

A second or later PCS in one FY is prohibited, except as authorized in this section or by the ASA(M&RA). This applies in all cases even though family member travel or payment of dislocation allowance is not involved. Effective date of the orders will determine the FY in which a PCS is to be counted. (Computation procedures are in Joint Travel Regulations, volume 1, app J.)

4-2. Exemptions

Categories of PCS exempted from FY limitations are given below. PCS moves under these conditions are not counted in the number of moves for a member in a FY.

a. Reassignments to, from, or between courses of instruction when the reassignment is due to normal course completion—

(1) At an installation of the Uniformed Services.

(2) At a civilian educational institution or elsewhere that is conducted, controlled, and managed by one or more of the Uniformed Services.

Reassignments to these courses must be under AR 614-100 or AR 614-200, or other related directives. Any enlisted member must serve at least 12 months on station at present assignment before reassignment to a service school in a PCS or TDY en route status. If reassignment is due to failure to complete the course for any reason, second PCS approval will be made by CG MILPERCEN, and, for officers only, CCH, TSG or TAG. Reassignment of Army National Guard Active Guard/Reserve (AGR) members requires approval from Chief, National Guard Bureau (CNGB).

b. Reassignment to a separation transfer point.

c. Assignments of enlisted members entering on active duty from reception stations to training activities, and between training activities when in a training status. Assignment from a training activity to the first permanent duty station is an accountable PCS move. This move will include assignment to a unit at the same installation at which trained. Later PCS during the FY requires approval under paragraph 4-4.

d. Assignment of an enlisted member to initial duty station after enlistment or reenlistment, with either of the

conditions shown below. This authority does not apply to servicemembers who reenlist for their present duty assignments and are later reassigned. MACOM commanders may delegate this authority to training activity commanders.

- (1) A break in service of more than 1 day.
- (2) Discharge and reenlistment not made at the same station.
- e. Exchange assignment of an enlisted member. (See AR 614-200.)
- f. Reassignment if the PCS—
 - (1) Will not cause an entitlement to a second dislocation allowance in the FY.
 - (2) Can be made without spending more than \$250 of PCS travel funds (military personnel, Army appropriation, open allotment).
- g. Reassignments of members from duty stations to which they had been specifically assigned, solely for Uniform Code of Military Justice administration.

4-3. Delegations

MACOM commanders, the CG, MILPERCEN, and, for officers only, the CCH, TSG, and TJAG may authorize a later change of station within the same FY when the proposed move is caused by any of the circumstances listed below; exceptions are otherwise indicated. Such changes of station have been determined as required to meet the needs of the Service. These changes of station will be counted when deciding the number of moves in a FY.

- a. Reassignment of patients to, from, or between medical holding detachments. (Commanders of hospitals having medical holding units may direct such moves without consulting MACOM commanders.)
- b. Assignment of an enlisted member to initial duty station after enlistment or reenlistment without a break in service. Reenlistment, however, must be at the same station where discharged. This authority does not apply when servicemembers reenlist for their present duty assignments and are later reassigned. MACOM commanders may delegate this authority to subordinate commanders.
- c. Reassignment caused by one of the following:
 - (1) Declaration of a host foreign government that the member is 'persona nongrata.'
 - (2) Decision of an overseas MACOM commander that the movement of the member is in the best interests of the Service because of the reasons listed below, (See AR 614-30.)
 - (a) Potential defection.
 - (b) Possible loss of life.
 - (c) Extreme personal hardship.
 - (d) Extreme embarrassment to the command.
- d. Reassignment within the MACOM after removal of a member's security clearance, when the member is assigned to sensitive duties. This authority is for overseas commanders only.
- e. Reassignment caused by evacuation of family members from the overseas command to CONUS for medical or other emergency reasons. Return of the sponsor concurrent with evacuated family members must be in the best interests of the Service. This authority is for overseas commanders only.
- f. Reassignments to CONUS after completing a foreign service tour of 12 months. This authority is for overseas commanders only.
- g. Reassignment after an emergency leave to CONUS or place of residence from an overseas command. Such reassignment applies where the member would have less than the required number of months of service in the overseas command left after leave expires. This authority is for overseas commanders only. (See AR 614-30.)
- h. Reassignment after an international emergency requiring deployment of a task force or other unit. Moves included are those necessary to—
 - (1) Bring to required personnel strength a task force or other unit ordered to deploy. (This does not include a unit alerted for likely movement because of international emergency.)
 - (2) Maintain at required personnel strength a deployed task force or other unit.
 - (3) Return minimum essential personnel to the original unit, when a task force or other unit is returned to home station after deployment.
- i. Reassignment caused by a unit PCS. This authority is for overseas commanders only.
- j. Reassignment after inactivation or reorganization of a unit to which assigned. This includes discontinuing a table of distribution and allowances (TDA) organization. This authority is for overseas commanders only.
- k. Reassignment after the servicemember—
 - (1) Is called to active duty in a warrant officer or commissioned officer status.
 - (2) Later is moved to a new permanent duty station for proper use.
- l. Reassignment to a unit on activation. This type of assignment—
 - (1) Is limited to the cadre of the unit.

(2) Includes like personnel for a TDA organization. Assignments will not be made under this authority after the unit has been activated for 60 days. This authority is for oversea commanders only.

m. Reassignment after an oversea tour is completed when an earlier move in the FY was completed because of a unit move, inactivation, or reorganization.

n. Reassignment caused by—

(1) Relocation of a MACOM (CONUS only).

(2) Reduction of an installation or activity to caretaker status.

(3) Closure of an installation or activity to which assigned.

o. Reassignment after approval of a request for reassignment or deletion from orders because of extreme, temporary family problems. (See AR 614-100 and AR 614-200.)

p. Reassignment of personnel disqualified under the Nuclear Surety Program (AR 50-5) and the Chemical Surety Program (AR 50-6). This authority is for oversea commanders only. The following conditions apply:

(1) A member who can be used or is reclassified into a normuclear duty or chemical surety MOS (see AR 600-200) will be retained at the present duty station.

(2) A member who is within 4 months of date eligible for return from overseas will be reported to MILPERCEN for possible curtailment and reassignment.

4-4. Authority to approve assignments

The CG, MILPERCEN and the CCH, TSG, and TJAG (for officer personnel of their branches only) may approve reassignments of military members. No statutory entitlement to a second payment of dislocation allowance within an FY, however, will accrue (except as specified in paras 4-1 and 4-2). This authority will not be further delegated. Requests for waiver of FY limitations not exempted by paragraphs 4-1 and 4-2 will be processed under paragraph 4-4.

4-5. Orders

a. Orders issued directing moves authorized in paragraph 2-6 will cite the appropriate authority. (See AR 37-106, para 12-21, and AR 310-10, para 3-7a(2).) Receipt of assignment instructions from HQDA and the CCH, TSG, and TJAG (for officer personnel of their branches only) is not approval of a second or later change of station, unless stated in assignment instructions. Assignment instructions that, if followed, would cause a second or later PCS and that do not contain an authorization will be referred to the source for authorization or later instructions. Requests to make a second or later PCS for a member will be reviewed carefully by all commanders concerned. This insures that favorable action is taken only when the move is essential and no other way to ease the conditions is available. Requests for a second or later change of station within a FY on which final action cannot be taken by the commander concerned will be sent to the following:

(1) HQDA(SGPE—(appropriate career activities office (AN, DC, MC, MSC, SP or VC)), 1900 Half Street, SW, WASH DC 20324—for AMEDD officers.

(2) HQDA(DAJA-PT), WASH DC 20310—for JAGC officers.

(3) HQDA(DACH), WASH DC 20310—for chaplains.

(4) HQDA(DAPC—OP— (appropriate career division)), Alex VA 22332—for all other officers.

(5) HQDA(DAPC—EP— (appropriate career branch)), Alex VA 22331—for all enlisted personnel. (See AR 614-200, table 1-1.)

b. Requests for a second or later change of station will contain the following data:

(1) Grade, name, social security number, control specialty or MOS, regimental affiliation (if applicable), and expiration term of service of the individual or each member of a group. Give branch of service for officers.

(2) Present duty station, date of departure, previous station, and whether the dislocation allowance was payable or paid.

(3) Proposed new duty station, current dependency status (including residence of family members), and whether the residence will change if the proposed move is approved.

(4) Full justification for the proposed move and whether a replacement is required if the request is approved. The justification will include information on the availability for reassignment of other similarly qualified personnel for whom exceptions to policy would not be necessary.

c. If a second or later change of station is made without proper authority, the commander to whom the member was assigned (losing command) will send the request for authorization of the move through channels to the reassigning authority. The reassigning authority will request second PCS authority through channels (a above) from the ASA (M&RA). The reassigning authority will insure that recurrence of erroneous reassignments is prevented. If the correspondence is sent to the ASA(M&RA) by the reassigning authority, the commander will indicate in the forwarding indorsement the action taken to prevent recurrence.

Appendix A

References

Section I

Required Publications

AR 37–106

Finance and Accounting for Installations: Travel and Transportation Allowances. (Cited in para 4-5a.)

AR 50–5

Nuclear Surety. (Cited in para 4-3p.)

AR 50–6

Chemical Surety Program. (Cited in para 4-3p.)

AR 310–10

Military Orders. (Cited in paras 3-1d and 4-5a.)

AR 600–200

Enlisted Personnel Management System. (Cited in para 4-3p.)

AR 614–5

Stabilization of Tours. (Cited in para 3-3a.)

AR 614–30

Oversea Service. (Cited in paras 3-1c and d, 3-2, 3-3, 3-4e, and 4-3c(2) and g.)

AR 614–100

Officers. (Cited in paras 3-1b, c, and d, 3-3a, 3-4e, 3-5, 4-2a, and 4-3o.)

AR 614–200

Selection of Enlisted Soldiers for Training and Assignment. (Cited in paras 3-1b, c, and d, 3-3a, 3-4b and e, 4-2a and e, 4-3o, and 4-5a(5).)

AR 635–10

Processing Personnel for Separation. (Cited in para 3-4g.)

AR 635–100

Officer Personnel. (Cited in para 3-4g.)

AR 635–200

Enlisted Personnel. (Cited in para 3-4g.)

DA Pam 600–8

Military Personnel Management and Administrative Procedures. (Cited in para 3-4e.)

DA Cir 600–82–2

The New Manning System. (Cited in para 3-3a.)

Section II
Related Publications

A related publication is merely a source of additional information. The reader does not need to read it to understand this regulation.

DODD 5154.13

DOD Military Pay and Allowances Committee. Joint Travel Regulations, Volume 1, appendix J.

Section III
Prescribed Forms

This section contains no entries.

Section IV
Referenced Forms

This section contains no entries.

Glossary

Section I Abbreviations

AMEDD

Army Medical Department

ASA(M&RA)

Assistant Secretary of the Army (Manpower and Reserve Affairs)

CC

Chaplain Corps

CCH

Chief of Chaplains

CG

commanding general

CONUS

continental United States

DA

Department of the Army

DOD

Department of Defense

FY

fiscal year

HQDA

Headquarters, Department of the Army

JAGC

Judge Advocate General's Corps

MACOM

major Army command

MILPERCEN

US Army Military Personnel Center

MOS

military occupational specialty

NMS

New Manning System

PCs

permanent change of station

TDA

table of distribution and allowances

TDY

temporary duty

TJAG

The Judge Advocate General

TSG

The Surgeon General

Section II

Terms

Permanent change of station

- a.* Transfer or assignment of a military member from one permanent station to another. This includes—
 - (1) Change from home or from the place from which ordered to active duty, to the first station on appointment, call to active duty, enlistment, or induction.
 - (2) Change from last duty station to home or to the place from which ordered to active duty on—
 - (*a*) Separation from the Service.
 - (*b*) Placement on the Temporary Disability Retired List.
 - (*c*) Release from active duty.
 - (*d*) Retirement.
- b.* Transfer of a unit from one permanent station to another.

Change of assignment

Reassignments of military members between units or activities at the same duty station.

Mobilization Day

The day on which manpower and material resources of a nation are placed in a state of readiness for war.

Section III

Special Abbreviations and Terms

This section contains no entries.

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